

**ALEXANDRIA TOWNSHIP COMMITTEE WORKSHOP MEETING
MINUTES
January 23, 2019**

This meeting was advertised in the Hunterdon County Democrat, and notice posted in the
Alexandria Township Municipal Offices and the Alexandria Township Website,
(www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting Called to order at 6:00 PM.

ROLL CALL:

PRESENT: Mayor Garay, Committeeman Pfefferle, Committeeman Kiernan, Twp. Engineer Decker, DPW Foreman Heiser

ABSENT: None

WORKSHOP DISCUSSIONS:

- 1.) Old Business-Mt. Salem Road Project

The Township Committee discussed NJ DOT Grant Projects verses the Township doing the work approved through the grant. The following were discussed:

- | <u>NJ DOT</u> | <u>Township</u> |
|---|---|
| 1.) Need to use certain specs | 1.) Flexibility with NJDOT specs |
| 2.) Need to use certain material | 2.) Leeway with material |
| 3.) Better chance of grant approval using contractors | 3.) Difficult to get force account approval |

The timeline for the Mt. Salem Road Project is as follows:

- 1.) Township received a letter in October of 2017 that funds were available due to a gas tax increase for transportation needs

Note: NJ DOT Funding deadlines vary. The typical deadline is usually in October but in 2017 there were delays in announcing funding due to a shortage of transportation funds.

- 2.) The Township received a call in February from Assemblyman Peterson's office stating that the Township was awarded a grant for Mt. Salem Road in the amount of approximately \$240,000.00.

Note: Township did not receive the funding letter until June so that the monies could be added to the budget.

- 3.) Once the Township Engineer's survey design is submitted to the State it can take 6 to 8 weeks after the Township Committee authorizes the survey to be done. The Township Engineer waits for comments that may be made, revises plan and then resubmits to the State.

- 4.) Once the plans have been approved than the Township Engineer can go out to bid. The law states that a bid can go out ten days prior, but Township Engineer Decker indicated that you want to give as much time as possible to allow for multiple bids.

Note: The Township Committee requested exact dates of submittal of plans, comments from State, bids drafted and when the bid went out.

- 5.) Bids for the Mt. Salem Road Project were due and opened on September 18th at 1:00 PM at the municipal offices. The Township received 2 bids. One from Top Line and the other from Hale Built. Hale Built was the lower bid and received the award for the Mt. Salem Road project.
- 6.) A special meeting was held on September 19th to discuss the bid opening and what options the Township would like to move forward with. The Township Committee wanted to move forward with the drainage option (Option #2) for a total of \$285, 465.52. The NJ DOT grant was only for \$240,000.00 so the Township needed to fund the \$45, 462.52 balance via an Ordinance and Twp. Engineer Decker needed to reach out to Hale Built to determine if the work could be started at the end of October/beginning of November after the 2nd reading of the ordinance. It was determined that Hale Built was ok with the time frame for work to be done in accordance of the bid being accepted and monies being put in place for the drainage.
- 7.) On September 26, 2018, the Township Committee held a special meeting and approved Resolution 2018-100 Authorizing the Acceptance of a Bid with Glen G. Hale, Inc. (d/b/a Hale Built) and had a 1st reading of Ordinance 2018-008 for Appropriating Funds for Mount Salem Road Improvements in the Township of Alexandria, County of Hunterdon, State of New Jersey so that funds can made available.
- 8.) The 2nd reading and Public comment for Ordinance 2018-008 was approved at the October 10th regular Township Committee meeting.
- 9.) Comments were made to the draft contract prepared by Township Atty. Dragan by Township Engineer Decker on October 24th.
- 10.) Township Attorney Dragan finalized the contract between the Township and Hale Built on October 25th.
- 11.) On October 29th a special meeting was held to approve Resolution 2018-0109 Amending Resolution 2018-0100.
- 12.) Mayor Garay signed the contract between the Township and Hale Built on November 8th.
- 13.) Township Engineer Decker noted that weather ended up being detrimental in starting this project due to the rain. The job took approximately 3-4 days to do the drainage and the pavement. An area resident approached Hale Built and had them make changes to drainage along a section of the road. Afterwards, property owner Peter Leitner had flooding in his front yard and additional drainage was needed to be done. A change order of approximately \$18,000.00 was needed to make the drainage repairs.

- 14.) On December 12th, the Township Committee approved Resolution 2018-117 for the additional monies for drainage repairs to Mt. Salem Road.

Some feedback made during the meeting by Township Engineer Decker was that some of the setbacks that the Township experienced during this project were due to the fact that the official award of the job didn't get to the Township until June. This caused bids to go out late into the season. The job was also small which is not attractive to some contractors, and the Township newspaper is the Hunterdon Democrat which advertises only once a week. For future projects, bids will be advertised not only in the Democrat but also in the Star Ledger and on the Township website.

Township Engineer Decker noted that the NJ DOT requires core samples to be taken after paving to ensure the thickness of the materials. Five core samples were taken on the Mt. Salem Road project. The core samples were sent to a lab and the results concluded that the material passed but the base thickness did not. Of the five samples three passed, one had a little less thickness and the fifth sample failed. The thickness should have been 4 inches but came back at 3.25 inches for the core sample that failed. This particular core sample possibly failed because the paving came to the intersection of Whitehall Road and was smoothed out over a larger area. The coring company calculates a penalty based on a formula. There is a 20% penalty on the base course. The base course material cost was \$94,000.00 in the bid so the penalty against Hale Built is \$19,000.00. Township Engineer Decker noted that Hale Built came very close to having to do a full mill on Mt. Salem Road due to the grading. Township Engineer Decker doesn't think the 3.25-inch grade will affect the road. The additional funds that the Township passed with Ordinance 2018-008 may not be needed due to the penalties against Hale Built.

The Township Committee questioned if there was supervision of the job. Township Engineer Decker noted that an inspector from Van Cleef Engineering was on site during the project. Mayor Garay asked if there is a way to track penalties against a contractor. Township Engineer Decker was not sure but will investigate.

Payment of this job can be made once the NJ DOT processes a voucher. CFO Steinberg needs to sign the voucher and provide the signed voucher to Township Administrator/Clerk Bobrowski who will then forward to the Township Engineer. The voucher will take 6 weeks to process and the bills will be paid through the Township's finance department.

DPW Foreman Heiser noted that the DPW could have done the drainage cheaper than what was quoted by Hale Built and recommends that the DPW do the drainage on Schaaf Road to save the Township money.

Township Engineer Decker noted that the finished product of Mt. Salem Road is not complete. Hale Built needs to do road clean-up along the edges of the road in which they quoted \$7,500.00. If the road is not taken care of the Township can withhold that amount.

The Township Committee noted that the DPW Foreman and the Township Engineer need to evaluate the Schaaf Road project and other roads throughout the township to determine their usefulness/lie expectancy. Former DPW Foreman Griffith did a list of roads that he determined are a priority for re-paving. The Township has a shared three-year road material agreement with Bethlehem and Holland Township. Township Engineer Decker noted that it is Alexandria Township's turn to go out to bid for the road material but believes that Bethlehem Township can extend their bid another year. He will look into and advise.

Comm. Kiernan would like to see uniformed signage throughout the township such as stop signs at intersections.

Mayor Garay has a conflict with the next Township workshop meeting date of February 27th and asked if the meeting can be re-scheduled for Wednesday, February 20th. There was no objection to the date change and the new meeting date will be advertised.

2.) New Business
None

BILL LIST:

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve the January 23, 2019 bill list.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

PUBLIC COMMENT:

None

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to adjourn at 7:45 PM.

Roll Call: Aye: Garay, Pfefferle, Kiernan

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 7:45 PM.

Respectfully Submitted:
Michele Bobrowski, CMC/RMC
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Work Shop Meeting of January 23, 2019 and certify that said Minutes were approved unanimously by the Township Committee on the 13th day of March 2019.

Michelle Garay, Mayor